

818 Commercial Street, Suite 203
Astoria, Oregon 97103

Request for Proposals
West Sand Island Habitat Restoration – Follow-up Treatment

Proposals are due Feb. 5th, 2021 by 4pm

I. INTRODUCTION

The Columbia River Estuary Study Taskforce (CREST) requests contractor services to implement a tidal habitat restoration project at West Sand Island. West Sand Island is located in the Columbia River's Baker Bay, just south of Ilwaco, WA. This project is sponsored by Bonneville Power Administration (BPA), Oregon Watershed Enhancement Board (OWEB), and CREST. ***CREST requires a contractor with task specific knowledge and expertise.*** This project is scheduled to commence in ***May, 2021.***

II. BACKGROUND

West Sand Island was historically a drifting sand shoal that has been stabilized by placement of pile dikes and the creation of a berm that rims most of the island. The island is owned and managed entirely by the U.S. Army Corps of Engineers. CREST oversaw implementation of a significant restoration project on West Sand Island in August/September of 2020, funded by BPA. That work consisted of removing invasive shrubs (gorse (*Ulex europaeus*) and Scotch broom (*Cytisus scoparius*)) with hand tools and heavy machinery, and excavating 23 tidal channels to connect interior wetlands to the Columbia River during high tides. During implementation, the only herbicide application was to stump-treat shrubs cut by hand crews, and the majority of the project area was not treated. Now, a follow-up foliar herbicide application is required to prevent a rapid reinvasion of the project area by these two invasive shrubs.

III. OVERALL PROJECT GOAL AND OBJECTIVES

CREST developed the West Sand Island Habitat Restoration Project in order to restore estuary habitat critical to the recovery of threatened/endangered salmon species utilizing the Columbia River Estuary. Specific project objectives include: increasing macrodetritus inputs to the Estuary; providing limited off-channel habitat for juvenile salmonids; reducing competition on native terrestrial plant communities, including rare coastal prairie.

IV. PROJECT APPROACH

The project site is only accessible by boat. Contractors are responsible for providing their own daily boat transportation to the island for their workers, approved herbicides, water, and other equipment.

The work to be performed under this contract consists of the following general tasks:

A. Foliar herbicide application

- a. Treat young gorse and Scotch broom with foliar application of herbicides and surfactants using backpack sprayers. Total area that may be treated is **105.6 acres** but with multiple units broken out as separate bid items. Some units may be dropped from the scope of work if costs exceed available budget.
- b. The Contractor shall select the best herbicide and surfactant for the given application, to be approved by CREST. All herbicides and surfactants **must** be approved for use under the project's HIP IV permit (**Exhibit A**)

B. Stump-treat gorse and small Scotch broom cut by a Northwest Youth Corps crew

- a. A Northwest Youth Corps crew (five people) will be on West Sand Island to remove shrubs with chainsaws and brush cutters during two weeks in early May. The acres treated by this crew is determined by rate of work. Northwest Youth Corps crew members do not have pesticide applicator's licenses. The Contractor shall provide one or more people to work alongside the Northwest Youth Corps to stump-treat the cut stems of shrubs cut down by the Northwest Youth Corps crew members.
- b. The Contractor is **not** expected to assist the cutting of shrubs.

These tasks are further detailed in the attached bid sheet. Proposers shall submit unit prices, extensions and total budget on the cost sheet. This project budget must be based on the enclosed plans and specifications. Contractors will be selected on the basis of cost, their past work experiences on similar projects, capacity to meet the project schedule, and the proposal documents as outlined below. Three references must be provided as well as a narrative supporting their firm's capacity to meet the proposed schedule. Companies should focus references within the lower Columbia River or North Oregon Coast regions if possible.

Contracts will be negotiated with a "not to exceed" cap. Progress payments shall be based on completion of the items on the cost sheet at the unit prices submitted. If situations require additional work than originally contracted, CREST approved change orders may be utilized.

A site visit will be held on Tuesday, January 26th (weather dependent). Attendance at the site visit is strongly encouraged but not required. CREST will provide boat transport between the Port of Ilwaco and West Sand Island for the visit. You must RSVP by 4pm on January 21st with Project Manager to attend the site visit. Contact Project Manager at (503) 325-0435 ext. 222 or thruska@columbiaestuary.org.

V. PROJECT SCHEDULE

This project is subject to adherence to limited permitted work windows. In an effort to complete herbicide application while plant phenology is most susceptible, we are requiring the work to begin no earlier than April 19, 2021 and to be completed by May 28, 2021.

VI. LOCATION DESCRIPTION

The project site is located on a limited portion of West Sand Island (maps included at the end of this RFP). West Sand Island is located in Baker Bay of the Columbia River, just south of Ilwaco, WA. The island is most easily accessed by boat from the Port of Ilwaco, or from the Cape Disappointment State Park boat launch. There are no roads or infrastructure on the island, and transportation on the island is limited to foot travel, ATV, or UTV. ATV/UTVs can access work areas by driving through the 2020 project area.

VII. SUBMITTAL REQUIREMENTS

A. Each responsible proponent shall respond to the “Submittal Requirements” and the “Submittal Content Requirements” as presented in Section VII and VIII of this RFP. Proposals received without the required information may be rejected as incomplete.

B. A digital submission of the proposal shall be emailed to thruska@columbiaestuary.org (please make sure it is no larger than 20 mb in size). Proposals will be received until the date and time stated in this RFP. Any proposals received after the scheduled closing time for receipt of proposals shall be deemed ineligible for award consideration.

C. Proposals should provide a straightforward, concise description of proponent’s capabilities to satisfy the requirements of this RFP. Emphasis should be on completeness and clarity of content.

D. CREST Reserves the Right to:

- a. Reject any and all proposals received in response to this RFP, if deemed to be in the best interest of the project and in consideration of the limited grant funds available.
- b. Waive or modify any irregularities in proposals received, after prior notification to the proponent.
- c. Consider proposals or modifications received at any time before the award is made, if such action is in the best interest of CREST.
- d. Seek clarification of each contractor’s proposal.
- e. Negotiate a final contract under which the compensation paid to the contractor is fair and reasonable to CREST as determined solely by CREST and its funder(s).

E. RFP Timeline

EVENT DATES

RFP released	January 5, 2021
Prebid Site Visit	January 26, 2021
Proposals due no later than 4 pm	February 5, 2021
Proponent selection*	February 12, 2021
Execute contract*	February 24, 2021
Mobilize for Construction*	May 3, 2021

*Projected dates

F. Incurring Costs

CREST shall not be liable for any cost incurred by proponents prior to issuance of a contract.

G. Addenda

In the event it becomes necessary to revise any part of this RFP, addenda will be provided to all prospective proponents who have been issued an RFP document.

H. Acceptance of Proposal Content

The contents of the proposal of the successful proponent will provide the basis for a more detailed contractual obligation if the proposal is accepted. Failure of the successful proponent to accept these obligations in a contract may result in cancellation of the award.

I. Liability

If a contract is awarded, the successful proponent must provide a certificate of coverage at the time of contract execution, indicating proof of insurance coverage with limits not less than \$100,000 property damage per claimant, \$200,000 all other claims per claimant, \$1,000,000 all claims. Such insurance shall be evidenced by Certificate of Insurance provided to the CREST, indicating coverage, limits and effective dates, by an insurance company licensed to do business in the State of Oregon. If a contract is awarded, the successful proponent must provide documentation of Errors and Omissions (professional liability) Insurance Coverage and Workers Compensation Coverage.

J. Registration with Federal System for Award Management

CREST requires contractors to be registered and in good standing with the federal SAM (System for Award Management). See <https://www.sam.gov/SAM/> for more details.

K. Contracting Requirements

Selected contractor(s) will be required to comply with all federal, state, and local laws and regulations governing the performance of the business or activity. Contractors will be required to comply with the following as stated specifically in contracts with CREST: Federal Order 12549; EO 11246 "Equal Employment Opportunity"; 18 U.S.C. 874 "Anti-Kickback Act"; 40 U.S.C. 276a to 276a-7 Davis Bacon Act; 40 U.S.C. 327-330 for Contract Work Hours and Safety Standards.

L. Construction Bonding

A construction performance surety bond will be required for the total amount awarded by the contract.

M. Disqualification

In compliance with Executive Order 12549, CREST will not award a contract to any contractor or subcontractor that has been debarred or suspended or otherwise excluded from participation by Executive Order 12549. Contractors will be asked to state that they have not been debarred, suspended or otherwise excluded. Contractors will also be disqualified due to a Construction Contractors Board listing as described in ORS 279C.375.

VIII. SUBMITTAL CONTENT REQUIREMENTS

- A. List available equipment and operators and operating rates (federal prevailing wages).
- B. Provide the completed cost sheet including all costs and taxes.
- C. Provide three client references, preferably references in the lower Columbia River and North Oregon Coast regions or neighboring communities when available.
- D. If contractor has completed similar public street and drainage, tidal wetland, or excavation jobs in the past, indicate this in the response to proposal.
- E. Demonstrate ability to meet the timeline outlined in Section VII of this document.

IX. CONTRACTOR SELECTION PROCESS

- A. A Technical Advisory Committee shall be established, and each member shall review and rank all proposals based on the budget, prior work history, and ability to meet construction schedule. Review criteria will include:
 - a. Budget (as shown on the cost sheet) – 40%
 - b. Ability to meet construction schedule and desired outcomes – 40%
 - c. Past work experiences on similar projects/ References – 20%

B. The Technical Advisory Committee will share and discuss their scores. Scores will direct the Committee to select a proposal by consensus. While the highest-scoring proposal is typically the one selected, CREST retains the right to select a proposal other than the one with the highest cumulative score.

X. PROCEDURES FOR NEGOTIATING A CONTRACT

- A. Contract negotiations will be directed toward obtaining written agreement on:
 - a. The contractor's tasks; and
 - b. Hourly rates for services which are consistent with the contractor's proposal and fair and reasonable to CREST, taking into account the estimated value, scope, complexity, nature of the contractor's service, and availability of grant funds.
- B. Upon completion of successful negotiations, a contract between CREST and the contractor will be mutually executed.
- C. Negotiations with a high-ranked proponent may be formally terminated if they fail to result in a contract within a reasonable amount of time. Negotiations will then ensue with the next ranked proponent, and if necessary, the next proponent and so on, until the negotiations result in a contract.

XI. PUBLIC DISCLOSURE

- A. Any information provided to CREST in response to this RFP is subject to public disclosure under the Oregon Public Records Law (ORS 192.311 to 192.478). As provided in ORS 279B.060(6), the contents of any proposal will not be disclosed until CREST issues its notice of intent to award. The identity of all proposers will be subject to disclosure following the opening of proposals.

B. After issuance of the notice of intent to award, any information provided to CREST under this RFP is subject to public disclosure under Oregon's Public Records Laws (ORS 192.311 to 192.478), unless it is specifically exempt from disclosure under ORS 192.338 to 192.355.

C. Any proposer that desires CREST to treat certain information as exempt from disclosure must plainly mark each page of such information as confidential and include the citation to the Public Records Law exemption that the proposer believes to apply to the information. Marked pages should be placed in a group separate from the remainder of the proposal. Information that has not been properly marked and segregated will be deemed subject to disclosure by CREST.

D. CREST retains the right to make an independent determination of whether marked information is exempt under the Public Records Law. All proposers understand that any decision by CREST to withhold information is subject to appeal and that CREST will comply with any order to disclose.

XII. CONTRACT ADMINISTRATION

A. Project administration is conducted through CREST, a Council of Governments that includes local counties, cities, and port districts surrounding the Columbia River Estuary in both Oregon and Washington.

The awarded contract will be between the chosen contractor and CREST. CREST's project representative and primary contact is:

Tracy Hruska

Habitat Restoration Project Manager

Phone: 503-325-0435 ext. 222

Email: thruska@columbiaestuary.org

818 Commercial Street, Suite 203

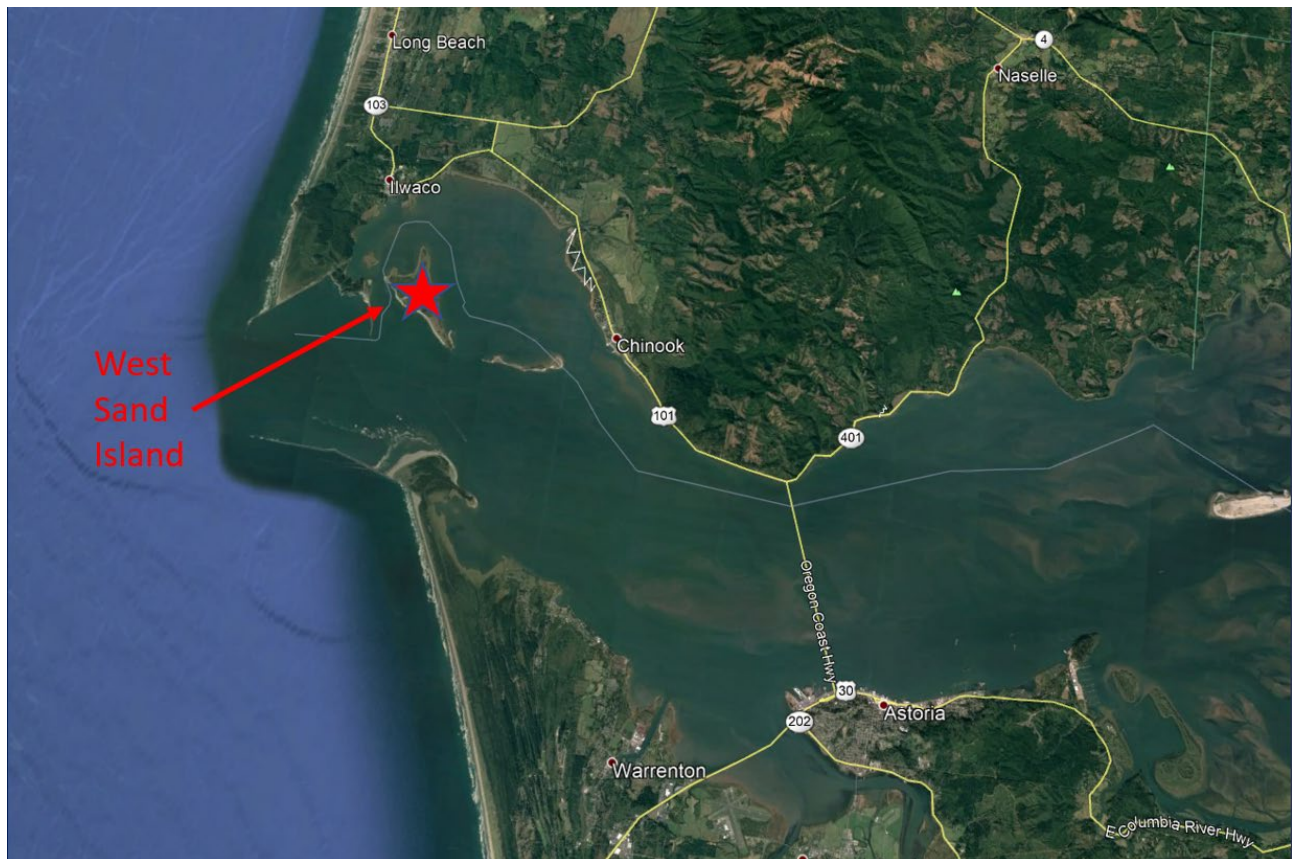
Astoria, OR 97103

Website: www.columbiaestuary.org

B. A "not to exceed" total contract price with agreed upon unit costs will be negotiated prior to start of work.

C. CREST will disburse all payments after the invoices from the consultant have been reviewed and approved by CREST and project funders. Payments will be distributed within 90 days of receipt by CREST to provide for processing times with CREST and project funders.

XIII. PROJECT LOCATION AND WORK AREA DETAILS



Location of West Sand Island in the Columbia River



Acreages by Category

Base Area – Spray	60.15
Base Area – Spray + Hand	12.74
Optional 1 – Spray	16.29
Optional 2 - Spray	4.61
Optional 3 – Spray	11.81



Photo taken during mechanical shrub removal in 2020. The wall of shrubs in front of the excavator is all gorse and Scotch broom, the vast majority of which has been masticated to the ground. (Excavator in photo is located in southeast corner of “Base Area – Spray” work area)



Photo taken in December 2020 in what had been a field of 6'-10' Scotch broom, cleared as part of mechanical vegetation management in September 2020. Any seedlings emerging in this area will be treated with herbicide as part of this RFP.

Work Area Details

Base Area – Spray

Most of this area was cleared of invasive shrubs in 2020 using excavators armed with masticator heads, leaving scattered native shrubs and trees. Spraying in this area mostly consists of targeting new sprouts emerging from seed and roots. Contractor shall minimize herbicide treatment of non-target species.

Base Area – Spray + Hand

This area was not mechanically treated in 2020. Gorse and Scotch broom both occur at low densities and tend to be smaller (less than 5 feet tall). A Northwest Youth Corps crew will be cutting down shrubs within this area over two weeks in early May, and the Contractor is responsible for ensuring that cut stumps are treated with herbicide. Any shrubs not cut down by the Northwest Youth Corps crew (mostly those below 4 feet tall) shall be foliar sprayed.

Optional 1 – Spray

This area is of secondary importance and will not be included in the final scope of work if the proposed price is too high. A hand crew removed larger shrubs throughout most of this area in 2020 but left shrubs too small to easily cut and stump treat (less than 3 feet tall). The perimeter contains mature shrubs that were not removed in 2020 and will need to be foliar treated now.

Optional 2 – Spray

This area is of secondary importance and will not be included in the final scope of work if the proposed price is too high. There are few mature shrubs in this area. It is a grassland with some Scotch broom and gorse seedlings. Foliar treatment of target species is intended to prevent invasion.

Optional 3 – Spray

This area was cleared of invasive shrubs in 2020 using excavators armed with masticator heads, leaving scattered native shrubs and trees. It is of secondary importance due to its location and will not be included in the final scope of work if the proposed price is too high. Spraying in this area mostly consists of targeting new sprouts emerging from seed and roots. Contractor shall minimize herbicide treatment of non-target species.

Landing on the Island

There is a deep-water landing area at the northeast corner of the island. This is where machinery was loaded/unloaded from a barge in 2020. If contractor wishes to bring a UTV/ATV to the island, this is the best location to drop it off. Small boats can drop off personnel and some supplies at the north and east shores of the island but the water is shallow, especially at low tide, and it is often not possible to drive a boat all the way into the shore.

EXHIBIT A

Herbicides and surfactants are restricted based on project permitting. The low elevation of the project site combined with known presence of ESA-listed salmonids nearby place restrictions on the chemicals that can be used. **The following list is preliminary and may be subject to change. All chemicals and application rates will need to be approved by CREST prior to application.** Total acreages and quantities of chemicals applied will need to be reported to CREST.

Base Area – Spray (60.15 acres)

Approved Herbicides: glyphosate (aquatic); Imazapyr (aquatic); Triclopyr TEA

Approved Surfactants: Hasten® and Agri-dex® surfactants

Approved Dyes: Dynamark™ U.V. (red); Aquamark™ Blue; Dynamark™ U.V. (blu); Hi-Light® (blu)

Additional Guidelines:

- Droplet size should be >200um. Droplet size can be reduced by decreasing spray pressure, using high flow rate nozzles, using water diluents instead of oil, and/or thickening agents.
- Do not apply herbicides if a precipitation event is forecasted by the NOAA National Weather Service or other similar forecasting service within 48 hours following application.
- Use marker dye in herbicide mixes.

All Other Areas (45.45 acres)

Approved Herbicides: Aminopyralid; Chlorsulfuron; Clopyralid; Dicamba; Glyphosate (aquatic); Imazapyr; Metsulfuron; Sulfometuron

Approved Surfactants: Alligare; Activator 90®; Agri-Dex®; Bond®; Bronc-Max®; Competitor®; Class Act®; Entry II®; Hasten®

Approved Dyes: Dynamark™ U.V. (red); Aquamark™ Blue; Dynamark™ U.V. (blu); Hi-Light® (blu)

Additional Guidance

- 1) **Herbicide applicator qualifications.** Herbicides will be applied only by an appropriately licensed applicator using an herbicide specifically targeted for a particular plant species that will cause the least impact to non-target species. The applicator will be responsible for preparing and carrying out the herbicide transportation and safety plan shown below.
- 2) **Herbicide transportation and safety plan.** The applicator will prepare and carry out an herbicide safety/spill response plan to reduce the likelihood of spills or misapplication, take remedial actions in the event of spills, and fully report the event. At a minimum, the plan will:
 - a) Address spill prevention and containment;
 - b) Estimate and limit the daily quantity of herbicides to be transported to treatment sites;
 - c) Require that impervious material be placed beneath mixing areas in such a manner as to contain small spills associated with mixing/refilling;
 - d) Require a spill cleanup kit be readily available for herbicide transportation, storage and application;
 - e) Outline reporting procedures, including reporting spills to the appropriate regulatory agency;
 - f) Require that equipment used in herbicide storage, transportation, and handling are maintained in a leak proof condition;
 - g) Address transportation routes so that hazardous conditions are avoided to the extent possible;
 - h) Specify mixing and loading locations away from waterbodies so that accidental spills do not contaminate surface waters;
 - i) Require that spray tanks be mixed or washed further than 150 feet of surface water;
 - j) Ensure safe disposal of herbicide containers;
 - k) Identify sites that may only be reached by water travel and limit the amount of herbicide that may be transported by watercraft; and
 - l) Instruct all individuals involved, including any contracted applicators, on the plan.

3) **Herbicide Brand Names and Maximum Application Rates** (Note that not all herbicides on this list may be used for this project).

Active Ingredient	Typical Products	Maximum Label Application Rate (ai/ac)
2,4-D (amine)	Amine 4® Weedar 64® Riverdale AM-40®	4.0 lbs
Aminopyralid	Milestone®	0.375 lb
Chlorsulfuron	Telar XP®	3.0 oz
Clethodim	Select®	0.50 lb
Clopyralid	Transline®	0.5 lb
Dicamba	Banvel® Vanquish®	8.0 lbs
Glyphosate	Rodeo® Glypro® Accord® Aquamaster® Aquaneat® Foresters®	3.75 lbs
Imazapic	Plateau®	0.189 lb
Imazapyr	Habitat® Arsenal® Chopper®	1.5 lbs
Metsulfuron methyl	Escort XP®	4.0 oz
Picloram	Tordon 22K® Tordon K®	1 lb
Sethoxydim	Poast® Vantage®	0.375 lb
Sulfometuron methyl	Oust XP®	2.25 oz
Triclopyr (TEA)	Carlton 3A® Tahoe 3A® Triclopyr 3A® Triclopyr 3SL®	9.0 lbs
Fluroxypyr (upland only)	Vista®	20 oz (upland only)